
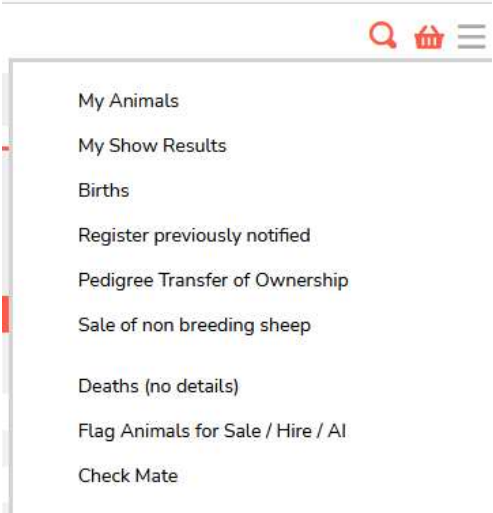

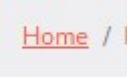
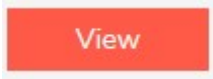


## Manage My Animals

<p>Click on the Menu (Top Right)</p>	
<p>Select the correct menu option from the list offered by your breed.</p> <p>Some breeds offer all the Grassroots options available, some use a more restricted list.</p> <p>Some breeds offer the full list including :</p> <ul style="list-style-type: none"> <li>• Show and / or Sale entries</li> <li>• Apply for DNA test</li> </ul>	
<p>All the Manage my Animal screens have a <b>Grassroots instructions panel</b> on the left which may also have <b>breed specific instructions in red</b>.</p> <p>Click on the button, bottom right of each screen to go to the <b>confirmation screen</b> where you can <b>remove transactions</b> if you have made a mistake.</p>	
<p><b>To get back to your own animal list</b></p>	<p>Click on the menu  and then 'My Animals'</p> <p>OR</p> <p>Click on , and then </p>

# Manage My Animals

## Report Deaths

**Deaths** – you may be offered a screen with a simple list to tick, or a more detailed screen with the option to select the reason for death and type notes.

See the instruction panel on the left of the screen.

Click on Next bottom right

Stage 1 of 2 - Select Animals

Date of Death: 18 May 2022

Showing 48 of 48 records

Type text to filter

Select	Reg. No	Animal Name	ID Tag No	Temp Tag	Reg. Status	Gender	DoB*
<input checked="" type="checkbox"/>	N15489	Bemborough	UK0321479/09551		Registered	Female	02 Apr 2019
<input checked="" type="checkbox"/>	N15491	Bemborough	UK0321479/09654		Registered	Female	12 Apr 2019
<input type="checkbox"/>	N15493	Bemborough	UK0321479/09597		Registered	Female	12 Apr 2019
<input type="checkbox"/>	N15494	Bemborough	UK0321479/09656		Registered	Female	13 Apr 2019
<input type="checkbox"/>	N15495	Bemborough	UK0321479/09782		Registered	Female	20 Apr 2019

Check the confirmation list. Click submit bottom right

This information will be passed to the registry for processing.

Stage 2 of 2 - Confirm and Submit

Date of Death: 18 May 2022

Showing 2 of 2 records

Type text to filter

Reg. No	Animal Name	ID Tag No	Temp Tag	Reg. Status	Gender	DoB*	
N15489	Bemborough	UK0321479/09551		Registered	Female	02 Apr 2019	Remove
N15491	Bemborough	UK0321479/09654		Registered	Female	12 Apr 2019	Remove

## 'Flag For Sale'

The list will be displayed with the animals you have already flagged as available for sale or hire. Use the column sort, or the 'search this list' to reduce the list.

Use the buttons to add animals you wish to appear as available for sale in the Online Registry.

Stage 1 of 2 - Select Animals

Showing 24 of 24 records

Type text to filter

Sale	Hire	AI	Reg. No	Animal Name	ID Tag No	Temp Tag	Reg. Status	Gender	DoB*
<input type="checkbox"/>			N15489	Bemborough	UK0321479/09551		Registered	Female	02 Apr 2019
<input type="checkbox"/>			N15491	Bemborough	UK0321479/09654		Registered	Female	12 Apr 2019
<input type="checkbox"/>			N15493	Bemborough	UK0321479/09597		Registered	Female	12 Apr 2019
<input type="checkbox"/>			N15494	Bemborough	UK0321479/09656		Registered	Female	13 Apr 2019
<input checked="" type="checkbox"/>			N15495	Bemborough	UK0321479/09782		Registered	Female	20 Apr 2019
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N15710	Grove Park Eddie	UK0333251/01046		Registered	Male	10 Mar 2020
<input type="checkbox"/>			N15925	Bemborough	UK0321479/10984		Registered	Female	24 Mar 2020

Check the list  
Use 'Remove' to remove animals from the list.  
Click submit

This information will appear in the 'For sale / Hire / AI' List' under the search magnifying glass.

Stage 2 of 2 - Confirm and Submit

Showing 2 of 2 records

Type text to filter

Reg. No	Animal Name	ID Tag No	Temp Tag	Reg. Status	Gender	DoB*	Status	
N15495	Bemborough	UK0321479/09782		Registered	Female	20 Apr 2019	For Sale	Remove
N15710	Grove Park Eddie	UK0333251/01046		Registered	Male	10 Mar 2020	For Hire	Remove

## Transfer of Ownership

**Transfers** – you may be offered up to three transfer options with different fees often used for : pedigree, commercial or export transfers

Enter the date sold

Use the column sort, or the 'filter' to reduce the list.

Tick the animals you have sold to a single person.

Click 'Next'.

Stage 1 of 3 - Select Date and Animals for Transfer

Date Sold:

Showing 24 of 24 records

Select	Reg. No	Animal Name	ID Tag No	Temp Tag	Reg. Status	Gender	DoB*	Fee
<input type="checkbox"/>	N13501	Bemborough	UK0321479/06377		Registered	Female	17 Mar 2016	£0.00
<input checked="" type="checkbox"/>	N13503	Bemborough	UK0321479/06371		Registered	Female	19 Mar 2016	£0.00
<input checked="" type="checkbox"/>	N14119	Bemborough	UK0321479/07598		Registered	Female	18 Apr 2017	£0.00
<input type="checkbox"/>	N15482	Bemborough	UK0321479/09579		Registered	Female	01 Apr 2019	£0.00
<input type="checkbox"/>	N15485	Bemborough	UK0321479/09576		Registered	Female	02 Apr 2019	£0.00

Check the list

Click on one of the buttons to get or add the details of the new owner

Stage 2 of 3 - New Owner Details

Showing 2 of 2 records

Reg. No	Animal Name	ID Tag No	Temp Tag	Reg. Status	Gender	DoB*	Fee	
N13503	Bemborough	UK0321479/06371		Registered	Female	19 Mar 2016	£0.00	<input type="button" value="Remove"/>
N14119	Bemborough	UK0321479/07598		Registered	Female	18 Apr 2017	£0.00	<input type="button" value="Remove"/>

## Search Members

Will search the Breed Society database for the correct person

Click on them to confirm them as the new owner

Stage 2 of 3 - New Owner Details

16 records found

Member No	Name	Prefix	Telephone	Email	Region	Health Scheme
00013	Henson & Andrews Limited	Bemborough	(01451) 850 307 07917 247238	testing@grassroots.co.uk	South West	
01192	Mr P & Mrs S C Tomlinson	Conachair	*****	*****	Scotland	
01924	Madders & Johnson	Blackheath	*****	*****	West Midlands	
02827	Miss H A Hanson	Sheldon	*****	*****	South West Peninsula	

## Add Manually

Will allow you to type in the details

Stage 2 of 3 - New Owner Details

Name

Address

Postcode

Telephone

E-mail

If you do not know the new owner, because it was sold at a market

I do not know the Buyer

Check the details and click in submit – bottom right

Stage 3 of 3 - Confirm and Submit ✕

Date Sold: 18 May 2022

New Owner: Chris Wilkinson, \*\*\*\*, \*\*\*\*, \*\*\*\*, \*\*\*\*, \*\*\*\*, \*\*\*\*

Showing 2 of 2 records

Reg. No	Animal Name	ID Tag No	Temp Tag	Reg. Status	Gender	DoB*	Fee	
N13503	Bemborough	UK0321479/06371		Registered	Female	19 Mar 2016	£0.00	<a href="#">Remove</a>
N14119	Bemborough	UK0321479/07598		Registered	Female	18 Apr 2017	£0.00	<a href="#">Remove</a>

This information will be passed to the registry for processing.

**Register Previously Notified, Castration, Apply for DNA test**

All these screens work in the same way. You are offered a list of the relevant animals in your ownership .

Use the column sort, or the 'filter' to reduce the list.

Select	Reg. No	Animal Name	ID Tag No	Temp Tag	Reg. Status	Gender	DoB*	Fee
<input type="checkbox"/>	N13501	Bemborough	UK0321479/06377		Registered	Female	17 Mar 2016	£0.00
<input checked="" type="checkbox"/>	N13503	Bemborough	UK0321479/06371		Registered	Female	19 Mar 2016	£0.00
<input checked="" type="checkbox"/>	N14119	Bemborough	UK0321479/07598		Registered	Female	18 Apr 2017	£0.00
<input type="checkbox"/>	N15482	Bemborough	UK0321479/09579		Registered	Female	01 Apr 2019	£0.00
<input type="checkbox"/>	N15485	Bemborough	UK0321479/09576		Registered	Female	02 Apr 2019	£0.00

Tick the animals

Click Submit.

This information will be passed to the registry for processing.